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STEVE LADWIG, MAYOR
GABRIEL ADAMS, CITY CLERK



Posted: Thursday, March 21, 2019

NOTICE AND CALL OF A MEETING OF THE **TRINIDAD TRAILS COMMITTEE**

The Trinidad City Council Trails Advisory Committee will meet on
TUESDAY, MARCH 26, 2019 at 4:00 PM
In Civic Club Room located at City Hall, 409 Trinity Street, Trinidad

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- I. CALL TO ORDER/ROLL CALL
 - II. APPROVAL OF MINUTES – 02/19/2019
03/05/2019
 - III. ITEMS FROM THE FLOOR
 - IV. STAFF/COUNCIL REPORTS
 - V. COMMITTEE MEMBER REPORTS
 - VI. DISCUSSION/ACTION ITEMS
 1. HSU Students Support Regarding Trails Policy Development
 - VII. REQUEST FOR FUTURE ITEMS
 - VIII. ADJOURNMENT

Angela Zetter
Trinidad Administrative Assistant

DRAFT MINUTES OF THE REGULAR MEETING OF THE TRINIDAD TRAILS ADVISORY COMMITTEE

TUESDAY, FEBRUARY 19, 2019 AT TRINIDAD TOWN HALL, 409 TRINITY STREET

I. CALL TO ORDER/ROLL CALL (4:30 pm)

Committee Members Present: Z. Brown, Kenny, Ibis, Kelly, West, Davies

Alternate Committee Members Present: Laos

Committee Members Excused/Absent: Myers, Morehead

City Staff: Zetter, De Smet

Members of the Public: Braziel, A. Brown, Olin, White

II. APPROVAL OF MINUTES

Kenny/Laos moved to approve the November 20th, 2018 minutes as amended. **Motion passed unanimously.** Ibis, Davies, and Kelly abstain.

III. ITEMS FROM THE FLOOR

NONE

IV. STAFF/COUNCIL REPORTS

City councilmember Davies advised that at the February 13th City Council meeting a discussion regarding Committee formation and where responsibility lies took place. He stated that the Council voted that a resolution will be passed and from that each committee member will sign a Code of Ethics contract, as they hold an appointed position. Davies advised that the contract will be updated to include Committees. Committee member, Laos, advised that she would prefer to sign the Code of Ethics form after updates have been made.

V. COMMITTEE MEMBER REPORTS

Committee member, Kenny, advised that she reviewed the report on the Van Wycke Street trail and stated that there was a mockup of the Trinidad trails. Davies added that the CEQA document on the Van Wycke Bicycle and Pedestrian Connectivity Project is going to be discussed at the Planning Commission meeting on February 20th.

Committee member, Ibis, stated there was a large tree down at the bottom of the Parker Creek trail, and it is presently on the beach. De Smet with Trinidad Public Works advised that the tree is now out of the way, so the trail is still accessible. Kelly stated she assumed it would get washed out to sea by the recent wave activity.

De Smet confirmed that both Public Works and unknown members of the public have been adding gravel to the trails. Laos stated that she supports the addition of gravel, as long as vegetation is not being cut by members of the public. It was discussed by the Committee members that the trails policy should have a section for volunteers. De Smet advised that members of the public have also been removing wild cucumber on the Head. He advised that they thought that they were removing an invasive species, but in fact it was native. Kenny opined that discarded wild cucumber on the trails is a tripping hazard.

VI. DISCUSSION/ACTION ITEMS

1. HSU Students Support Regarding Trails Policy Development

Davies introduced the HSU student group to the Committee. Committee member, West, provided background on what the student group hopes to achieve. It was stated that they would like to create an

outline and the Committee can provide input. HSU Student, A. Brown, advised the goal is to construct the framework first. Laos advised the Committee is currently providing backstory to the student group, and reminded them that they are not expected to write every detail in the policy. One of the student group's goals is to address what is most important and include it in the City's goals. HSU student, Braziel, advised that they will work on determining the priorities with the Committee.

It was decided by the Committee that the student group would direct all questions to the City not individual members of the Committee. The student group and committee members decided to meet one Tuesday a month, until the end of the academic semester.

A. Brown advised that the group has reviewed multiple coastal cities' elements to develop an understanding of what is most prevalent in coastal policies. Kelly questioned if the students reviewed California state policies, as CEQA policies may need to be included in the policy.

The HSU students provided a flow chart that demonstrates the current overarching framework, prior to Committee discussion/approval. Laos raised a concern with the volunteer section in the flow chart. Laos suggested that it would be beneficial to have another branch for individuals and groups, as there is a difference between individuals and organizations. A. Brown and Braziel discussed how the policy should clearly explain the process for volunteering, as individuals need to be aware of their actions. Braziel suggested the City provide informational programs. De Smet advised that there was a Stewardship program for the Head.

Kenny suggested that a vegetation maintenance schedule should be included in discussions regarding infrastructure, as there are safety concerns in some locations. Davies advised that there is a section on the flow chart that includes the monitoring. A. Brown opined that monitoring reports should be included in the annual report, as it will create a baseline. Braziel stated timeframes and the type of monitoring that can be conducted should be included in the policy. Laos stated that some of the flow chart sections interconnect. Ibis suggested that the flow chart includes too many uses, as the trails are solely for pedestrian use. Committee member, Z. Brown, suggested that the flow chart indicate what is not allowed on the trails. A. Brown advised that there can be subheads.

Davies questioned if this is an overarching policy. It was discussed by Z. Brown, Laos, and Ibis that the policy must be comprehensive. Braziel advised that it is conceptual. Davies questioned if the student group will use parts of the policy that have already been completed. The HSU group advised that they will provide updates to the Committee. Laos advised that they should send the information prior to the work study meeting.

Z. Brown discussed informational infrastructure, such as a kiosk. Braziel and A. Brown advised kiosks could include diagrams, such as the dos and the don'ts on the trails. Z. Brown suggested a trail application for smart phones. Braziel advised that the policy could advise "this avenue should be sought" if an application is not financially feasible at the present time. Laos advised kiosk on the flow chart should be changed to informational signage. Davies advised that informational signage will be in select locations. Laos advised that the Gateway Committee discussed that there could be a few around town. Davies advised the discussion regarding design, should be conducted after the guiding document is completed.

Kenny suggested benches should be mentioned when infrastructure is discussed. De Smet advised that the current benches need care, but Public Works is waiting for guidance from the City. Kelly suggested that benches be an agenda item, as it needs to be addressed sooner than later. A. Brown requested input from De Smet on what is the biggest hurdle for Public Works. De Smet stated the benches need to be completely refurbished.

Laos advised that there is a bench policy. Davies stated the policy is more about when/how to purchase a bench. De Smet advised that he is concerned about how to handle the removal of the benches. West

advised the Trails Committee does not need to handle the bench policy at this present time. De Smet advised that Public Works had to halt public maintenance because of the cultural aspects and limited staff time.

Laos discussed what ground disturbance would require cultural monitoring. It was stated that if it is 18 inches or more it warrants cultural monitoring. However, because it is a sensitive area, there are individuals that want a cultural monitor if there is any ground disturbance. Davies suggested that in the event of ground disturbance there should be a checklist to follow. Laos advised that there will need to be coordination with the Yurok and Trinidad Rancheria, as the Tsurai are not federally recognized. Kelly advised that the policy could reference a "process" document. Laos advised that it could be as simple as "follow cultural monitoring protocols." Kelly advised that it isn't clear to as to what is the process. Laos advised that there is a cultural monitoring process. Laos advised that it is triggered by the City and advised that there needs to be cooperation and transparency.

Brazier suggested that maintenance and monitoring are the first order of importance. De Smet requested clarification of regular maintenance. Ibis advised that the policy needs to be sustainable enough that the Public Works can follow maintenance annually during seasonal times. De Smet clarified that Public Works is currently addressing things case by case. De Smet advised that Public Works needs public input, as the public is who informs the City about structural problems. De Smet suggested step control twice a year.

Kenny suggested that during the winter and fall more attention will be directed towards structural issues. Brazier advised that the policy could recommend it be monitored once a year. De Smet suggested pre and post rainy season. Ibis advised that the Committee members could also help with monitoring for Public Works. Laos suggested Public Works review the monitoring report template and make any recommendations.

A drop box for suggestions from the public was discussed and Z. Brown mentioned that he likes the idea, but he is concerned about wasting resources.

Public Comment:

D. Grover advised that there should be an outreach project.

VII. REQUEST FOR FUTURE ITEMS

HSU Students Support Regarding Trails Policy Development

VIII. ADJOURNMENT

Meeting adjourned at 5:52 pm. The next scheduled meetings are as follows:

Work study meeting on March 5th at 4:30 pm and regularly scheduled meeting on the 26th of March at 4:00 pm.

Submitted by:

Angela Zetter
Administrative Assistant

Approved by:

Tom Davies
Council Member

City of Trinidad Trails Advisory Committee Meeting Notes – March 5, 2019

Attendance: Jack West, Tom Davies, Ben Morehead, Gail Kenny, Shirley Laos. HSU Students: Natasha Braziel, Grant Olin, Andie White, Alexander Brown. General Public: Dorothy Cox, David Grover.

Items from the floor: Dorothy Cox reported that there is brush dumping at the end of Parker Creek Street over the slope on the creek side. She wanted to know if the City knows about this. Also, she wanted to know what the City's response to the cutting of trees downslope of the Old Wagon Road Trail is, and why is the trail closed on the State Park's bluff trail? She was referred to the City and California State Parks.

There were no Staff/Council Reports.

Under Committee Member Reports Ben Morehead reiterated the Trails Committee recommendations and priorities at the January City Council Meeting presentation. See Trinidad Trails Committee notes from November 28, 2018 or the power point presentation from the January 2019 City Council Meeting.

Discussion/Action Items: Work Group with HSU Students: Trails Policy. Review of 2/21/2019 Draft 1 of Trinidad Trail Policy. The committee gave feedback to priorities for the Trinidad Trails Policy. Safety is most important to limit liability for the City and to maintain safe trails for the public. Ben encouraged the students to read the background documents found in the binder Angela provided to them. Discussion about what the policy will cover and what it won't. It will be more general and then specific procedures will be created by the committee and City from the general policies.

Feedback was given to the students to include under the public access area, adjacent land owners, to include Trinidad Rancheria, BLM, and California Coastal Conservancy.

Tom would like to see maintenance, stewardship, and liability as most important to focus on for the finished product. Ben recommends the overall trail policy includes maintenance, signage, safety, referring to the committee's January 2019 recommendations to the City Council.

The students need to include appendices regarding the specific agreements for trails on Trinidad Head, Wanger Street/Old Wagon Wheel Road trail, and Tsuari Study Area.

Ben suggested an annual inventory of trails be included in the maintenance and safety heading in Goal 2 of the draft document.

There was discussion of which City of Trinidad General Plan (2001 or current draft plan) to use as reference for the trails policy. Jack recommended the updated draft plan. Others recommended the 2001 plan. It may take a couple more years before the updated plan is adopted.

A consistent design policy including recommendations for good quality longer lasting material for signs was agreed upon in general.

There should be a plan for collaboration between agencies responsible for trails close by.

There was a recommendation to adopt cohesive construction standards for trail elements.

The students still need to talk to Ryan with City Public Works to get more information to help with writing the trails policy.

The student group will make recommendations for funding for the trails such as creating a category in the city budget for trail maintenance.

The students were encouraged to walk the trails to better familiarize themselves with them.

Next meeting will be March 26, at 4 PM in the Trinidad Civic Club Room.

Submitted by:

Approved by:

Gail Kenny
Committee Member

Tom Davies
Council Member